

Plano ISD New Student Registration Checklist

FORMS

Please **complete & print** the following forms. Bring the printed forms to the campus for registration.

- 1. New Student Registration
- 2. Additional Student Health Information
- 3. *Request for Allergy Information – optional if needed
- 4. Ethnicity & Race Data Questionnaire
- 5. Home Language Survey
- 6. Student Residency Questionnaire
- 7. Employment Survey
- 8. Request for Records
- 9. Student Authorizations
- 10. Release of Student Information
- 11. Truancy Warning Notice
- 12. PTA Student Information & Consent Form

ADDITIONAL DOCUMENTATION

Please bring the following documents to the campus for registration:

- Original birth certificate** (or certified copy which includes a certificate number and is issued by the state), passport or other document suitable as proof of the student's identity; [School Board Policy FD \(EXHIBIT\)](#)
- Current immunization record signed by a physician.** Immunizations, per [Texas requirements](#), must be up to date with proper documentation before enrollment and attending class.
- Proof of residency in Plano ISD** (natural gas or electricity bill, original lease agreement, or approved certificate of eligibility to enroll form)
- Social Security card** (Optional) If not provided, the student will be assigned a state ID number.
- Most recent report card/withdrawal slip** from the previous school (if applicable)
- High school transcript** (if applicable)
- Parent / Guardian Identification** Parent's valid driver's license, or state identification card, or guardian information form and guardian's driver's license or state identification card. *If the parent or guardian is not a licensed driver or has not obtained a state ID card, other photo ID will be considered including, but not limited to, a passport or employment identification card.*
- Letter documenting conservatorship** by the Department of Family and Protective Services (if applicable)
- Pre-Kindergarten & Early Childhood Programs only:**
 - Proof of income**, if applicable (current paycheck stub, tax return, food stamp documentation or Food and Nutritional Services letter)
 - Military Dependents** (Department of Defense ID required)